

CONFIRMED MINUTES

MEETING 2



At the **Meeting 3** on **4 Dec 2025** these minutes were **confirmed as presented**.

Name:	Pillans Point School
Date:	Thursday, 9 October 2025
Time:	5:00 pm to 6:53 pm (NZDT)
Location:	Pillans Point School - Staffroom, 101 Maxwells Road Otumoetai Tauranga
Board Members:	Jacqui-Ellen Price, Tahlia Charleson, Paul Blatchford, James McAuley, Clay Fulcher, Katie Pritchard, Monique Brooks (Chair)
Attendees:	Jason Morgan, Paula Brinsden, Sarah Warr
Apologies:	Sarah Goldsbury

1. Opening Meeting

1.1 Karakia

1.2 Interests Register

1.3 Confirm Minutes

Induction Meeting 16 Sept 2025, the minutes were confirmed as presented.

Confirmed Clay and Paul

1.4 Action Item List

2. Board Actions

2.1 Policy Review

General rules around board communications and expectations, meeting etiquette, and basic housekeeping discussion. How to make the most of your role on our board.

Where to find extra info on NZSBA site.

Taken though School Docs and how their platform works. Discussed why we use this system, what Jacq is required to do to provide board assurances and what is required of the Board each term.

Went through the Bullying & Harassment topic together. Definitions of bullying vs unkind behaviour - repetitive, deliberate and ongoing.

Will be built into the workplan for future to enable pre-reading.

3. Management Reports

3.1 Finance Reports

Forecast meeting happened last week of holidays. Satisfactory. Finance will meet a week before each meeting. 2026 draft budget underway.

Attention brought to what the board pays for versus what the Ministry pays for.

SW Test BoT emails, confirm with Dean.

4. Building & Property Updates

4.1 Property Summary

Details given around current property issues/status of works. Grant clarification for canopy.

Pool status and opening dates noted. Requirements to get the pool up to standard for community use. Pool committee roles and people discussed. Pool Keys - \$100

Buildings and roofs washed school wide.

5. Subcommittees

5.1 SLT/Leadership Report & Annual Plan summary

Discussed attendance, the current attendance matrix and future requirements for STAR and AMP documents. Directed to the media release from ERO about attendance reports.

Discussed cohorts and new entrant numbers for next year.

Recruitment process completed. High caliber of applicants received. Working on teams at this stage.

6. Decisions, Discussions & Sharing

6.1 Strategic plan- old and new

Explained how the new strategic plan came to be. Consultations, PD etc. It is meant to be lofty and aspirational whilst remaining achievable.

Everything we do is based in research. Goal to have a strong foundation in literacy and numeracy enabling a student to be ready for the future, through world class teaching.

Preliminary documents in draft form with roadmaps and target goals. Which parts are measurable and what success looks like are built in.

Questions around what is required to be in the plan - mana whenua, curriculum etc. A few requirements are now our everyday anyway from previous plans.

As this is a frequently referenced and moveable document, the board agrees to proceed with the new documents.



Strategic Plan

As this document is not permanently fixed, the board agrees to continue with and use the updated strategic plan and pending annual statement.

Decision Date:	9 Oct 2025
Mover:	James McAuley
Seconder:	Tahlia Charleson
Outcome:	Approved

6.2 Strike day- 23rd October

The number of unionised staff members puts children at risk from lack of adequate supervision. If the strike is confirmed, the school will close.

7. International

7.1 2025 International

Korean fair went well. Not as well attended as prior years, but cost of living is impacting Korea as well. Thankful to be able to reconnect with previous students. Met some incoming students.

Explanation of the International Business of the school. A small history given and current status of the program. Short term groups explained. Agency situations within the Tauranga region discussed.

Whilst not reliant on the program, it brings a welcome boost to our finances.

8. For Noting

8.1 2026 Staffing update

Te Ra Rehia upcoming. Board to attend where possible, please.

9. Compliance Reporting

10. In Committee

10.1 In Committee

11. Closing Karakia

11.1 Closing Karakia

12. Close Meeting

12.1 Close the meeting

Next meeting: Meeting 3 - 4 Dec 2025, 5:00 pm

Signature: _____

Date: _____